

**UNAPPROVED MINUTES  
CITY OF MILPITAS  
SISTER CITIES COMMISSION**

**Minutes:** Regular Meeting of Sister Cities Commission (SCC)  
**Date of Meeting:** Thursday, April 22, 2004  
**Place of Meeting:** Milpitas City Hall, 455 E. Calaveras Blvd., 4<sup>th</sup> Floor Conference Room

**I. Roll** Chair Garcia called the meeting to order at 7:05 p.m.

Commissioners/Alternates Present: Arefi, Arthur, Chahal, Downey, Garcia, Mateo, Swiger  
Commissioners Absent: Grilli, Iringan  
City Council Liaison Present: Bob Livengood  
MUSD Liaison Present: Mike Mendizabal

**II. Alternates** Alternates Mateo and Arefi were seated.

**III. Pledge** Pledge of Allegiance was not conducted. There was not a flag in the meeting room.

**IV. Minutes** **MOTION** to approve the Minutes of March 25, 2004.

M/S: Swiger/Mateo Ayes: All

Vice Chair Arthur would like to note \$56 that was paid to the health department.

**V. Agenda** Staff corrected numbering on the agenda so that Huizhou City is Item 4.

**MOTION** to approve the April 22, 2004 agenda.

M/S: Swiger/Mateo Ayes: All

**VI. Announcements/Correspondence**

Staff distributed current SCC by-laws as requested by Alternate Commissioner Arefi. Staff conveyed thanks from the Planning & Neighborhood Services Director for its willingness to move this meeting location to support the Ethics Workshop.

Vice Chair Arthur announced that a family from Tsukuba City will visit Milpitas May 14 – 15 and requests a tour of City Hall. Staff will confirm scheduling and follow up regarding tour arrangements.

**VII. Citizen's Forum**

No members from the public were present.

## **VIII. New Business**

### **1. MILPITAS SISTER CITIES ASSOCIATION**

Commissioner Grilli asked Chair Garcia to report that he is still waiting to receive the paperwork. Once he receives the tentative non-profit status, he will actively recruit members.

## **IX. Old Business**

### **2. GLOBAL VILLAGE EVENT: 5/01/04, 11 AM TO 4 PM, SPORTS CENTER FIELDS**

Vice Chair Arthur distributed an event schedule. To host the food booth, she requested assistance with the purchase of soy sauce; Sushi Lovers will provide the remaining items. Arthur distributed a sign-up form for commissioners to bring items necessary to support food sales. Arthur also needs someone to pick up and deliver the food donation.

Chair Garcia announced that Commissioner Grilli is coordinating with Francis Chien to obtain a display for the Huizhou City table. She noted that Mr. Chien agreed to provide someone to represent Huizhou City. Chair Garcia continued that Commissioner Iringan is working to obtain items for the Dagupan City display. Romy Manuel or another representative from the Dagupan City Association of Northern California will represent this display. Staff will bring the plaques Dagupan City presented to Milpitas. Items from Tsukuba City are available for display. Staff will contact Garcia to coordinate the items for Tsukuba, as well as bringing the silk tapestry from Huizhou. Arthur will provide the origami paper for the event and Garcia will supervise the volunteers to teach the craft at the booth. Staff asked how many tables are provided for the cultural booths. Arthur replied two. Staff will request four tables and additional chairs. Arthur reported that Recreation staff would provide stickers to use for the children's passport books. Staff will bring color copies of each MOU to display, and will also provide display holders. Garcia will bring banners for the tables. Arefi asked about flags for each country. Garcia noted that the commission does not have flags from any of the sister cities or their countries at this time. Staff noted that these are city-to-city relationships, as opposed to nationalities. Perhaps the lead commissioners could obtain a city flag from each sister city. She will research providing Milpitas flags to each sister city. Garcia will follow-up with city name banners. Arthur will contact Downey about attendance at the event and Garcia will confirm Iringan's attendance.

Garcia asked for a review of the Global Village event to be put on the May agenda.

### **3. WORK PLAN REVIEW UPDATE**

Staff updated the work plan as follows: 4<sup>th</sup> of July Parade is canceled; Tsukuba visit to present gift to City Council on July 6; TBD will appear where lead commissioners are needed to complete the upcoming events. The SCC accepted these updates by consensus.

### **4. HUIZHOU CITY, CHINA: SISTER CITIES RELATIONSHIP**

Chair Garcia, noting that letter from Mayor Yebin is included in the agenda packet, provided the following update at the request of Commissioner Grilli: 1) His response to Huizhou's inquiry to determine if Milpitas students would attend a summer camp in Huizhou City was that Milpitas is not prepared to send students this soon; 2) He asked the Huizhou contact to explore Milpitas hosting Huizhou students this Fall 2004 and Milpitas students visiting Huizhou during our spring break on April 18, 2005 through April 22, 2005. Grilli awaits response from Huizhou.

Regarding Huizhou's emailed request for a response to Mayor Yebin's letter to Mayor Esteves, staff noted that requested information from Huizhou was not forth coming. She noted the need for specific details to determine the purpose of Mayor Esteves' response. Staff stated the draft letter would be rewritten for Mayor Esteves' signature by the end of April.

## **5. DAGUPAN CITY, PHILLIPINES: SISTER CITIES RELATIONSHIP**

Chair Garcia provided the following update from Commissioner Iringan: 1) He has sent several e-mails to Mr. Baraan and has not yet received a response as to whether anyone from Dagupan will be visiting. Commissioner Swiger asked about recruiting city employees to visit Dagupan because this is a government-to-government relationship. Garcia noted that we need to wait to be invited to Dagupan before we can recruit anyone. Swiger noted that this inquiry could be made informally. Staff noted that the terms of the MOU include an exchange of information, as well as visits. Staff noted that it seems preliminary to extend an invitation to Milpitas employees and agreed with Garcia that an invitation needs to be extended to Milpitas before inquiries are made of city employees. Council member Livengood stated that city employees do not want to be the ones to say I want to go, and the impetus should not come from city employees. He noted that the invitation could be extended to the City Council, and as budget permits offer the invitation to employees, but if not, employees may be invited to attend at their own expense. There has not been a budget for employees' travel expenses to sister cities in the past. Discussion followed regarding possibility of the lead commissioner to present this idea to Dagupan contacts.

## **6. TSUKUBA CITY, JAPAN: SISTER CITIES RELATIONSHIP**

Vice Chair Arthur thanked Commissioners Iringan and Swiger for their support distributing flyers at St. John's School. She noted receipt of six applications from middle school students and four adults to attend the June visit to Tsukuba. Chair Garcia noted that a formal invitation should be extended to the City Council. Staff offered to write an item to the City Council in their weekly report informing them of the dates. Also, the lead commissioner could send a letter to each council member. Chair Garcia requested that staff should go ahead and extend the invitation in the next City Council weekly report. Council member Livengood noted that the weekly report is mailed out on Fridays. Vice Chair Arthur needs full information by the orientation date for the travel agency. Staff noted the need to provide a deadline for a response from the City Council.

Milpitas Unified School District representative Mendizabel asked Vice Chair Arthur to check at the district office for a room for the orientation. Arthur would like to have the orientation early next week in the early evening. Garcia received a tentative itinerary from Tsukuba, which she distributed to the commissioners. Garcia will ask Tsukuba if we may expand the number of adults who will be visiting.

Discussion continued regarding a possible visit from Mayor of Fujisawa on Monday, July 5. Staff asked if it is possible to move this to Tuesday, July 6 since July 5 is a City Holiday honoring the Fourth of July. Arthur will follow-up and volunteered to be the lead commissioner for his visit.

## **XI. CITY COUNCIL LIAISON REPORT**

No report.

## **XII. FUTURE AGENDA ITEMS**

1. Global Village Event: 5/01/04
2. Milpitas Sister Cities Association
3. Standing Items: Sister City Relationships/Cultural Exchanges:
  - a. Tsukuba City, Japan
    - i. June 2004 Milpitas-to-Tsukuba Visit (May)
    - ii. July 2004 Mayor Fujisawa's visit to Milpitas (May)

- iii. August 2004 Tsukuba-to-Milpitas Visit, Planning Session (May)
    - b. Dagupan City, Philippines
    - c. Huizhou City, China
- 4. 2004 Work Plan Review (upcoming items)

### **XIII. Adjournment**

No further business was discussed with the meeting adjourned at 8:20 p.m. until the next regularly scheduled meeting on May 27, 2004.

**MOTION** to adjourn.

M/S: Swiger/Mateo                      Ayes: All

Respectfully Submitted,

Holly Cuciz  
Recording Secretary

Leslie Stobbe  
Staff Liaison